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BRECKLAND COUNCIL

At a Meeting of the

CABINET

Held on Tuesday, 22 September 2015 at 9.30 am in
Anglia Room, The Conference Suite, Elizabeth House, Dereham

PRESENT

Mr M. A. Wassell (Chairman)	Mr P M M Dimoglou
Mrs L.S. Turner (Vice-Chairman)	Mrs E. M. Jolly
Mr C G Carter	Mrs K. Pettitt
Mr T R Carter	Mr P S Wilkinson

Also Present

Mr S.G. Bambridge	Mr P.J. Duigan
Mr W.P. Borrett	Mrs J Hollis
Mr J.P. Cowen	Mr J Newton

In Attendance

Jo Andrews	- Strategic Manager (Revenues)
Margaret Bailey	- Senior Accountant Capital and Treasury
Gerry Dawson	- Executive Manager, Growth (Interim)
James Heaton	- Housing Enabling Officer
Helen McAleer	- Senior Democratic Services Officer
Phil Mileham	- Strategic Planning Manager (shared)
Tim Mills	- Interim Housing Manager (BDC)
Maxine O'Mahony	- Executive Director of Strategy & Governance
Rob Walker	- Executive Director Place

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Welcome to new Executive Members

The Chairman welcomed Councillors Dimoglou and Wilkinson as new Cabinet members with responsibility for Finance and Governance respectively.

71/15 MINUTES (AGENDA ITEM 1)

The Minutes of the meeting held on 14 July 2015 were confirmed as a correct record and signed by the Chairman.

72/15 APOLOGIES (AGENDA ITEM 2)

None.

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73/15 URGENT BUSINESS (AGENDA ITEM 3)

None.

74/15 DECLARATION OF INTERESTS (AGENDA ITEM 4)

For transparency Councillor Turner declared an interest in Agenda Item 18 as Ward Representative for Shipdham.

75/15 NON-MEMBERS WISHING TO ADDRESS THE MEETING (AGENDA ITEM 5)

The Chairman welcomed Councillors Bambridge, Borrett, Cowen, Duigan, Hollis and Newton.

76/15 CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 6)

The Chairman notified the following changes to Committees:

ARP Joint Committee

Councillor Dimoglou to replace Councillor Wassell
Councillor Wassell to be a second Substitute Member

Local Plan Working Group

Councillor Charles Carter to be appointed a member of the Group.

77/15 BRECKLAND COMMUNITY FUNDING APPLICATIONS (AGENDA ITEM 7)

No applications to consider.

The Deputy Leader and Executive Member for People & Information thanked the Council for the six grants of up to £500 given for the Tour of Britain.

The Executive Member for Finance thanked the Council for the £30,000 grant for a play area in Hardingham.

78/15 QUARTER 1 FINANCIAL PERFORMANCE REPORT 2015-16 (AGENDA ITEM 8)

The Executive Member for Income & Prosperity presented the report which gave information on the variances on the Revenues Budget. She pointed out an amendment to the recommended virements on page 15 at Table 4 which were a Cabinet, not a Council decision.

OPTIONS

1. To approve the recommendations
2. To approve some or none of the recommendations

REASONS

To provide timely information to Members on the overall finances of the

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Council and to make the best use of resources available, anticipating future years' expenditure.

RESOLVED that:

- 1) the report and appendix be noted;
- 2) the revenue virements in section 1 of the appendix be approved; and
- 3) the capital virement in section 2 of the appendix be approved.

79/15 BUSINESS RATES RELIEF - TOWN CENTRES (AGENDA ITEM 9)

The Executive Member for Income & Prosperity presented the report which proposed a pilot discretionary rate relief scheme to help certain new businesses in Dereham which met eligibility criteria. The proposal was in preliminary format and the details would be determined in liaison with the Town Council and the Business Forum.

The Executive Member for Public Protection asked if the scheme could be rolled out to other areas if the pilot was successful. The Executive Manager Growth confirmed that it might and explained that there would be further reports to Members once a more comprehensive examination of the possible initiatives to support Market Towns had been carried out.

Councillor Borrett supported the proposal to regenerate the Town centre and thought the Council could make a real difference.

Councillor Duigan asked if there was any opportunity to extend the scheme to encourage buy-in from local businesses. He was advised that there was the potential for flexibility but the pilot was intended to run for 12 months.

The Executive Member for Place asked how the success of the scheme would be measured and the Executive Manager Growth advised that success would be judged by the reduction in the number of vacant units and charity shops in the identified zones.

OPTIONS

- Option 1 Introduce a pilot discretionary business rate relief scheme for certain new retail businesses in Dereham. The scheme would commence in April 2016 for a 12 month period. It would offer up to 80% business rates relief for the pilot period and would be targeted at new businesses that meet all eligible criteria. The scheme as a whole would be reviewed on an annual basis. Financial details of the scheme are shown within the attached appendix to the report.
- Option 2 Do nothing; continue to offer the current schemes of retail relief, small business relief and the Government empty premises relief. Details of the scheme are shown on the attached appendix to the report.

REASONS

1. We have a clear corporate commitment to help our market towns to thrive in order that they in turn provide the required support to surrounding

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villages and hinterlands. We recognise that Breckland's market towns need to be vibrant and busy, offering an interesting and enjoyable experience to visitors. Out of town and online shopping have drawn many people away from town centres. Thus, businesses find it hard to sustain a presence on the high street. High rents, competition and business rates add to the problem. The result is void premises, a preponderance of charity shops in some town centres and low quality retail offer in others.

- 2 Breckland has an important role in facilitating the renaissance of its town centres. There are a number of ways in which it can be a catalyst of change and these will be described in a future report. However, it is important to be seen to act quickly in support of Dereham's town centre. To this end, Members are asked to agree to the introduction of a discretionary retail rate relief scheme as pilot in Dereham from April 2016.

RESOLVED that:

- 1) a pilot discretionary business rate relief scheme for certain new retail businesses in Dereham be approved. The scheme to commence in April 2016 for a 12 month period. It will offer up to 80% business rates relief for the pilot period and will be targeted at new businesses that meet all eligible criteria. The scheme as a whole will be reviewed on an annual basis.
- 2) Members instruct officers to commence consultation on the precise boundaries of the proposed eligible zones of the town (map to be circulated at Cabinet), and with a view to developing Dereham specific-guidance notes and an application form.
- 3) Members to receive two future reports. The first will recommend specific measures that might support Breckland's five market towns, together with financial and other implications of these proposals. The second will report back on the success of the Dereham discretionary business rate relief scheme, and on any policy issues it might generate.

80/15 JOINT ARP DEBT MANAGEMENT AND RECOVERY POLICY
(AGENDA ITEM 10)

The Executive Member for Income & Prosperity presented the report which sought to introduce an ARP wide Policy for all seven partners to address recent changes in legislation.

The Chairman asked if any of the Partner Councils had already approved the proposal and the ARP Strategic Manager (Revenues) advised that West Suffolk and Fenland had already done so.

OPTIONS

1. To approve the Policy set out in Appendix A
2. Not to approve the Policy set out in Appendix A and to continue using existing Policies.

REASONS

1. To provide a consistent policy across all seven partners of the ARP. Continuing with separate policies would not be efficient given the shared provision of Revenues collection across the partnership.

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2. To update the policy in this area in order to make clear to customers what the recovery process entails.

RESOLVED that the Policy set out in Appendix A to the report be approved.

81/15 NEW LEGISLATIVE RESPONSIBILITIES FOR ENFORCEMENT
(AGENDA ITEM 11)

The Executive Member for Growth presented the report which set out the Council's legislative requirements with regard to enforcement. He noted that Tim Mills, Interim Housing Manager would be leaving on 30 September 2015 and thanked him for the work he had done and the projects he had managed during his short time with the Council.

OPTIONS

The Council had responsibilities within the three pieces of legislation. It had discretion to:

1. Vary the fine under the Redress Scheme;
2. Determine whether and when to use its powers under the Control of Horses Act; and
3. To set and recover a penalty charge where there was a breach of Carbon Monoxide regulations.

REASONS

1. Delegation needs to be given to Officers to undertake the enforcement activity. For operational reasons it is suggested this be to the Housing Service Manager, Principal Housing Officer and Private Sector Housing Team Leader or their equivalent in future.
2. The Redress Scheme legislation is aimed at agents and property managers who it is reasonable to expect will have the capability to comply with the legislation. It is therefore unlikely that circumstances would arise where the Council would wish to exercise discretion to reduce the fine. However it is considered prudent to provide the ability to the enforcing officers in exceptional circumstances.
3. The Control of Horses legislation provides a power not a duty on the Council. The retention and disposal of one or more horses could be a significant resource burden both in terms of personnel and finance for Breckland DC. As owners and occupiers of public land have a similar power to the District Council it is considered that it is reasonable to expect those responsible for the land to deal with issues arising upon it. This is in line with other environmental legislation. It is proposed that Breckland District Council would only consider using this power where there is land in a public place where no ownership can be established and to land in the Councils ownership and/or occupation.
4. Unlike the Redress Scheme under the Smoke and Carbon Monoxide regulations there appears to be an expectation that the appropriate penalty charge may differ depending on the circumstances of the case. It is therefore not possible to define specifically the fine which should be applied. It is therefore proposed that the authority to set and

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recover a penalty charge should be delegated to the Housing Services Manager, Principal Housing Officer and Private Sector Housing Team Leader or their equivalent in future in consultation with the Council's Legal Officer(s) and in accordance with the Council's Enforcement Policy

RESOLVED that:

1. the Council delegate to the Housing Manager, Principal Housing Officer and Private Sector Team Leader authority to enforce the following legislation:
 - a) The Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to belong to a Scheme etc.) (England) Order 2014
 - b) Control of Horses Act
 - c) Smoke and Carbon Monoxide Alarm (England) Regulations 2015;
2. the fine to be levied for failure to comply with the Redress Scheme requirements be set at £5000;
3. the Council only exercise its powers under the Control of Horses legislation where it owns the land or there is no identifiable owner of the land; and
4. authority to set and recover a penalty charge under the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 is delegated to the Housing Manager and Principal Housing Officer in consultation with the Council.

82/15 INTRODUCTION OF FEES FOR CERTAIN RESIDENTIAL CARAVAN SITES (AGENDA ITEM 12)

The Executive Member for Growth presented the report which sought to introduce fees for certain commercial residential caravan sites. The fees would be levied on a cost-recovery basis in line with neighbouring Authorities.

OPTIONS

1. The Council had the option of whether to charge fees or not
2. If the Council chose to charge fees it had the option whether to exempt sites

REASONS

1. In introducing the legislation the Government has created an expectation that Local Authorities will charge fees. The sites affected are commercial and it is reasonable to expect them to pay the costs of the Local Authority issuing licenses and inspecting as is current practice where similar services are provided by the Local Authority to other businesses.
2. The legislation is aimed at sites run primarily on a commercial basis. The exemptions proposed are designed to exclude sites which do not fit this description
3. The proposals and justifications have been drawn up in accordance with the guidance contained in the Best Practice Guide for Local

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Authorities on Enforcement of the New Site Licensing Regime 2015 and A Guide for Local Authorities 2014 on setting site license fees, (Department for Communities and Local Government) and are on a cost recovery basis. The methodology to calculate the fees based on the guidance has been developed with the neighbouring authorities of Broadland and Kings Lynn and West Norfolk. The introduction of fees will ensure the Council can resource its obligations on an ongoing basis.

4. There is no requirement in the legislation to consult and the Guidance indicates that the Secretary of State does not consider that this should be necessary. In view of this and that there is clear guidance on the setting of fees which is on a cost recovery basis it is not proposed to consult.

RESOLVED that:

1. The Council approve the introduction of fees for the licensing of Relevant Protected Sites; and
2. The schedule and justification of fees and proposed exemptions be agreed.

83/15 ALLOCATIONS POLICY (AGENDA ITEM 13)

The Executive Member for Growth advised that the report updated the Policy and aligned it with current legislation.

The Executive Member for Income & Prosperity was pleased to see a written policy for the protection of vulnerable people.

The Deputy Leader and Executive Member for People & Information noted that the Housing Team would give a presentation to Members on the Choice Based Lettings Scheme following Council for information.

OPTIONS

Legislative changes had to be reflected in the Allocations Policy.

REASONS

1. It is necessary to include legislative changes into the Allocations Policy particularly those concerning the prioritisation of applications from ex-forces personnel and dependants in certain circumstances and the exceptions to the local connection criteria under "Right to Move". The government has recommended that authorities consider setting a quota for these moves and that if this is below 1% that they must justify their decision. Officers have considered whether a quota would be appropriate. They are not recommending the setting of a quota at present as they do not believe that sufficient monitoring information is available to make an informed decision. They propose to review this situation once twelve months of data from the new Choice Based Lettings system is available.
2. As well as relaxing the need to have an absolute local connection where an applicant has an offer of employment within Breckland in

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certain circumstances the Government has stated that it is minded to grant a mandatory additional preference to such applicants. If it does so that change will have to be incorporated within the Allocations Policy so giving prior approval now will allow the change to be made with minimum bureaucracy.

3. Clarification has been given to special circumstances that may be taken into account to allow the allocation of housing to applicants not strictly meeting the local connection where otherwise certain stock may remain empty. An example would be sheltered housing. Furthermore there are circumstances where an applicant may not be able to demonstrate a local connection directly but that may need to receive care from someone who can and there are strong welfare grounds for that person being in Breckland. Clarification has also been given to circumstances where a person may have to relocate due to grounds of personal safety such as fleeing domestic violence, (such arrangements are reciprocal between Housing Authorities).
4. While the changes proposed are either driven by legislation or minor there is still a requirement to consult with Registered Providers of social housing in the District. A large scale public consultation would appear to be unnecessary given that there are minimal optional changes proposed and the cost would be disproportionate. However it is proposed to make available the report and policy on the website and in our one stops shops and provide the opportunity for comment at the same time as the consultation with Registered Providers.

RESOLVED that:

1. the revised Allocations Policy be approved for consultation;
2. prior approval be given that should the Government bring forward a proposal to grant a mandatory additional preference to applicants under "Right to Move" that it can be incorporated without a further Cabinet report; and
3. the Policy be subject to partner and public consultation for 28 dys.

84/15 OFFICE CO-LOCATION WITH DEPARTMENT OF WORK & PENSIONS (AGENDA ITEM 14)

It was noted that the Recommendation had not printed out in the Agenda. The wording of the recommendation was contained in Option 1.

The Executive Member for Place welcomed the proposal which would provide residents with a 'one stop shop' for benefits at the Council Offices. It was noted that the appendices to the report were below the line and if Members wished to discuss those details it would be necessary to pass a resolution to exclude the press and public.

The Executive Director Place explained that it was a decision of the Department of Works & Pensions (DWP) to move to Council Offices nationally and was linked to the roll-out of Universal Credit. The move would be a fundamental change as more public would visit the building. To accommodate the DWP there would be moves for several departments. The Housing Team would be located close to the DWP to optimise the aim of providing a seamless service.

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The Deputy Leader and Executive Member for People & Information thoroughly supported the project and asked that the Age Concern Audit recommendations be taken into account to make the service area dementia friendly and easier for all.

Councillor Borrett was keen for the Council to maximise its income but wondered if there would be a knock-on effect of more people visiting the Council increasing demand for face-to-face contact. He also asked if there would be enough space.

The Executive Director Place was not expecting any increase but the service would be reviewed and adapted as necessary. With regard to space he advised that the building would be close to capacity.

Councillor Bambridge also supported the proposal but asked if there could be a bus stop at the office for visitors using public transport.

The Executive Director Place pointed out that it was the DWPs decision to move and they had carried out their own risk assessment and would have considered that issue.

Councillor Cowen agreed that it was a good idea which would fit with the Council's transformation agenda. However, he wondered if the overall effect would be that people would think they were visiting the DWP not the Council.

The Executive Director Place said that was a fair point and that branding would need to be carefully considered to make clear that there were a number of organisations working from the Council's offices.

The Executive Member for Income & Prosperity thought it was important to maintain the integrity of the Council's ownership whilst working with other Partners to make the public's experience when visiting a good one.

Councillor Duigan pointed out that there was already a bus service which linked the town centre to Tesco's car park every hour. He wondered if the change would put pressure on the Council's car park. It was confirmed that the need had been assessed and there was sufficient provision for visitors to the DWP.

OPTIONS

1. Enter into leasehold agreements with the Department for Work and Pensions for office space at Elizabeth House, Dereham and Breckland Business Centre, Thetford.
2. Do not enter in to the leasehold arrangements and cease negotiations to co-locate DWP within the Council's property assets.

REASONS

1. **Transformation:** Customers and residents benefit from the need to have reduced levels of engagement and multiple visits to several locations and the broad aim is to achieve more with less transforming the way the public access public services. DWP has an advanced

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digitalisation agenda and anticipates more digital engagement with customers both online and within its premises. This project is part of the Council's Transformation Programme and is coming forward now to meet DWP's timescale requirements particularly at Dereham.

2. **One Public Estate:** The Council's Transformation key themes include Digitalisation and One Public Estate. The One Public Estate programme was launched in June 2013. It is designed to allow local authorities to work with central government and local agencies to release assets and share land and property information across the public sector. Its objectives are to (1) Deliver more integrated customer focused services (2) Create economic growth (3) Reduce running costs (4) Generate capital receipts.

RESOLVED that on the terms set out in option 1 of the report the Council enter into leasehold agreements with the Department for Work and Pensions for office space at Elizabeth House, Dereham and Breckland Business Centre, Thetford.

85/15 DRAFT FINAL CENTRAL NORFOLK STRATEGIC HOUSING MARKET ASSESSMENT 2015 (AGENDA ITEM 15)

The Executive Member for Growth said that a lot of work had gone into the production of this weighty document. The good news was that the housing requirement had gone down. He handed over to the Strategic Planning Manager who introduced Nigel Moore from Opinion Research Services who gave Members a PowerPoint presentation on the draft report and its findings (attached for information).

He explained that the report was still in Draft and would be subject to minor changes as it went through each authority's adoption process. The Central Norfolk Strategic Housing Market Assessment (CNSHMA) covered the needs of the central Norfolk area for the whole plan period. The study calculated the numbers needed for the Housing Market Area and then broke it down for each authority. The process was easy to explain but difficult to implement.

The presentation summarised all of the factors that were taken into consideration including area, projections, market signals and objectively assessed need (OAN). Housing Market Areas were a geographical area where people lived and worked and the best fit for Breckland was with the Norwich Housing Market Area (HMA).

Councillor Cowen felt there was a mismatch between the delivery of homes and the area of need. There were 6,500 homes due to be delivered in Thetford over the next nine years but they were not in the HMA which was centred on Norwich.

Mr Moore explained that housing market areas could not be split and guidance recommended working to the 'best fit' which in Breckland's case was the Norwich HMA.

Councillor Borrett understood the concept of 'best fit' but felt that there should be a map in the document which covered the whole of Breckland. He did not dispute the statistical evidence but asked if such a map could be included. The Chairman agreed and asked for wording to be added to explain that the

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figures referred to the whole Breckland area.

The Executive Member for Income & Prosperity agreed about the need for a map. She thanked Mr Moore for his excellent presentation and asked for a copy of the slides to be attached to the Minutes.

Councillor Bambridge thought that a case could be made for taking the statistics of people commuting into consideration, as a large number of people did commute in and out of the District.

The Executive Member for Place noted that there were long timescales under consideration and future Policy might affect the way things were looked at; for instance he thought that Devolution might have an effect.

Mr Moore agreed but said the big issue was social welfare. Further welfare reform changes were coming and they would have a knock-on impact although they were not likely to have a major impact on Central Norfolk. He also accepted that people commuted but if that was taken into consideration it would have an effect on the Duty to Co-operate with other authorities.

Councillor Cowen thought there was a link between houses and employment. There was significant growth in Thetford including employment growth. The Duty to Co-operate would need to reflect what was happening in Bury St Edmunds and Cambridge, etc. Consequently the housing numbers there needed to be included in the considerations. He applauded what was a very good document but suggested it needed finessing to show that the numbers were deliverable.

The Executive Member for Governance noted that there was commuting all around the District. On the border with King's Lynn & West Norfolk there was a development of 210 houses and there were 3,500 jobs at RAF Marham.

Mr Moore said that the first priority was to meet Breckland's needs. He accepted there would be two way commuting, the borders were not closed, but to meet the Council's needs they had to link to jobs growth.

OPTIONS

1. Consider the draft final Central Norfolk Strategic Housing Market Assessment, 2015 in so far as it relates to Breckland District and to authorise the Strategic Planning Manager in consultation with the Leader of the Council to make any necessary minor amendments arising from the Norfolk Duty to Cooperate Forum, and or from the adoption process of the remaining commissioning bodies and accept this as part of the evidence base for the Local Plan.
2. Members do not endorse the Central Norfolk SHMA as evidence to support the preparation of the emerging Local Plan in so far as it relates to Breckland.

REASONS

1. It was recommended that the Council endorse the recommendation set out above. This would see the study become part of the evidence base for the preparation of the Local Plan and provide the basis for

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setting the Housing target for the emerging Plan.

2. Without agreement on the evidence base, further work would be required along with engagement with adjoining authorities under the Duty to Cooperate. This would result in significant further delay to the Council's Local Plan process and could affect the soundness of the Local Plan.

Subject to the inclusion of a map covering the whole of Breckland District and appropriate wording to make it clear that the figures applied to the whole area it was

RESOLVED that, Option 1 be endorsed; to consider the draft Central Norfolk Strategic Housing Market Assessment, 2015, insofar as it relates to Breckland District and to authorise the Strategic Planning Manager in consultation with the Leader of the Council to make any necessary minor amendments arising from the Norfolk Duty to Cooperate Forum, and or from the adoption process of the remaining commissioning bodies and accept this as part of the evidence base for the Local Plan.

86/15 EXCLUSION OF PRESS & PUBLIC (AGENDA ITEM 16)

RESOLVED that under Section 100(A) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A to the Act.

87/15 ACQUISITION OF LAND IN SHIPDHAM (AGENDA ITEM 17)

The Deputy Leader and Executive Member for People & Information declared an interest as Ward Representative for Shipdham and refrained from voting on this item.

The Executive Member for Income & Prosperity explained the reasons for the purchase of the piece of land.

OPTIONS

See report.

REASONS

See report.

RESOLVED that the recommendations at Option 1 be approved.

88/15 OFFICE CO-LOCATION WITH DEPARTMENT OF WORK & PENSIONS (APPENDICES)(AGENDA ITEM 18)

This item was discussed under Minute No 84/15 above.

89/15 NEXT MEETING (AGENDA ITEM 19)

The arrangements for the next Cabinet meeting on Tuesday, 3 November 2015 at 9.30am in the Anglia Room were noted.

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The meeting closed at 11.28 am

CHAIRMAN



Central Norfolk: Breckland District Council

Objectively Assessed Needs Assessment

Nigel Moore

Opinion Research Services



OVERVIEW

National Planning Policy Framework
Government Guidance
Partner Authorities



» *Local planning authorities ... should prepare a Strategic Housing Market Assessment to assess their full housing needs, working with neighbouring authorities where housing market areas cross administrative boundaries.*

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» *The Strategic Housing Market Assessment should identify the scale and mix of housing and the range of tenures that the local population is likely to need over the plan period which meets household and population projections, taking account of migration and demographic change.*

» **National Planning Policy Framework (NPPF), para 159**



» Initially 3 local authorities part of the study

- Broadland, Norwich and South Norfolk
 - Identification of the Housing Market Area saw this expanded to include Breckland and North Norfolk
 - Broads NPA were added at a later date
 - Study produces results at the Housing Market Area level and also
- ↳ for each planning authority

Housing market area

Household projections

Market signals

Objectively Assessed Need



HOUSING MARKET AREAS

Partner Authorities

*The 'first relevant building block
in the evidence for identifying
objectively assessed needs'*

BANES Inspector



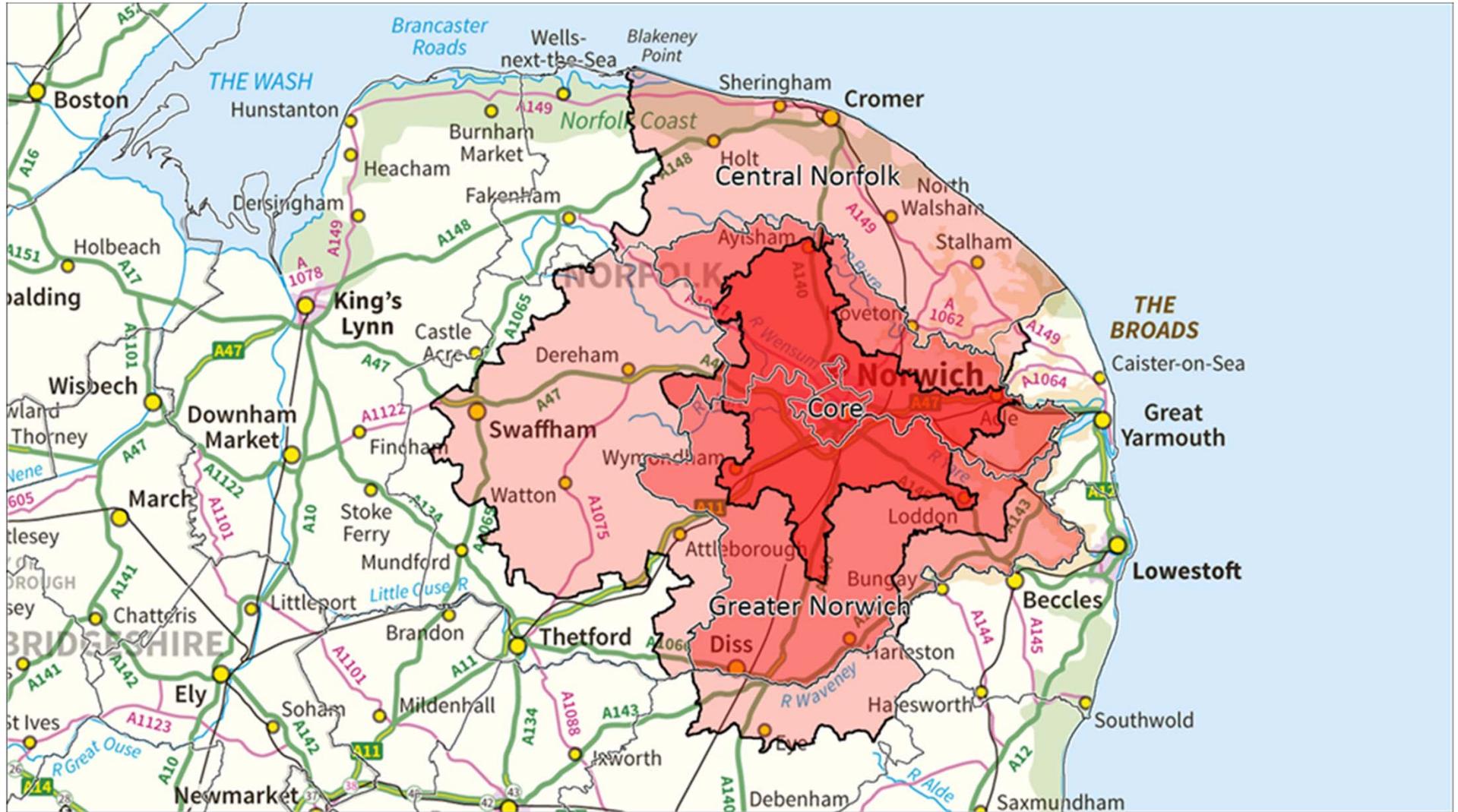
» *Needs should be assessed in relation to the relevant functional area ... A housing market area is a geographical area defined by household demand and preferences for all types of housing, reflecting the key functional linkages between places where people live and work.*

» **Planning Practice Guidance (CLG, March 2014), para 008**

» *Housing Market Area is the geographical area in which a substantial majority of the employed population both live and work, and where most of those changing house without changing employment choose to stay.*

» **Local Housing Needs Assessment Guidance (DETR, April 2000)**

Central Norfolk Housing Market Area



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- » **Need for LPAs to work together to understand need across the housing market area**

- SHMA depends on data only published for LPAs
- Appropriate to consider “best fit” based on the evidence

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- » **Norwich HMA**

- 98% of the population live in Breckland, Broadland, North Norfolk, Norwich or South Norfolk
- 2% of the population live in Great Yarmouth, Mid Suffolk or Waveney

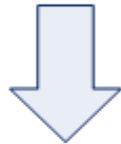
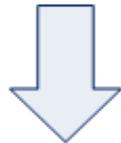
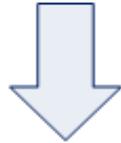
- » **Five LAs**

- 90% of combined population in Norwich HMA
- Remainder distributed between Kings Lynn HMA, Lowestoft and Great Yarmouth HMA

Process for establishing a Housing Number for the HMA



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Demographic issues

Are there any known problems with local data?
Do we need to take account of any anomalies?
What period should be used for population trends?
Has housing delivery suppressed formation rates?

Implications of the household projections

Will there be enough workers for planned jobs?
Do Market Signals show worsening trends?

Planning and policy considerations

What are the planning constraints?
Can overall housing needs be met within the HMA?
Can the affordable housing needed be delivered?

Duty to Cooperate discussions

Will other LPAs help address any unmet needs?
Are there any unmet needs from other HMAs?



HOUSEHOLD PROJECTIONS



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CLG Household Projections



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Annual Average		Breck-land	Broad-land	North Norfolk	Norwich	South Norfolk	TOTAL
2012-based	10 years: 2012-22	570	410	370	580	730	2,660
	25 years: 2012-37	520	390	370	540	660	2,480
2011-based Interim	10 years: 2011-21	680	460	470	590	600	2,800
	25 years: not published	-	-	-	-	-	-
2008-based	10 years: 2008-18	830	660	580	1,230	680	3,970
	25 years: 2008-33	810	690	600	1,030	690	3,820

- » **SNPP uses 5 year trends which are prone to short-term variation**
- » **Key assumption in considering an adjusted estimate: “*What period should be used for population trends?*”**
- » **ORS favour a 10-year migration trend between Censuses**
 - Likely to capture both highs and lows without rolling-forward short-term trends that are too high or too low
 - Not dependent on “historic” trends that may be unlikely to be repeated
 - More appropriate for providing a robust basis for long-term planning
- » **Unattributable Population Change**
 - Accountancy adjustment
 - Needed due to inherent weaknesses in some of the data that informs ONS Mid-Year Estimates for LAs
 - Cannot be ignored

ORS Household Projections 2012-36 Annual Figures



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Scenario	2012	2036	Net change 2012-36	Average annual change
HOUSEHOLDS				
Breckland	55,273	67,903	+12,631	+526
Broadland	53,837	63,348	+9,510	+396
North Norfolk	46,357	54,128	+7,771	+324
Norwich	60,791	76,084	+15,293	+637
South Norfolk	53,742	68,778	+15,036	+626
Central Norfolk HMA	270,000	330,241	+60,241	2,509
DWELLINGS				
Breckland	58,232	71,539	+13,307	+554
Broadland	55,401	65,187	+9,787	+408
North Norfolk	53,603	62,588	+8,985	+374
Norwich	64,035	80,144	+16,109	+671
South Norfolk	55,585	71,137	+15,552	+648
Central Norfolk HMA	286,856	350,595	+63,740	2,655



MARKET SIGNALS

Affordability
Affordable Housing
Workers and Jobs





» **Planning Practice Guidance identifies housing market signals that should be considered, including:**

- Land prices and house prices;
- Rents and affordability;
- Rate of development; and
- Overcrowding

» *Appropriate comparisons of indicators should be made. This includes comparison with longer term trends (both in absolute levels and rates of change) in the: housing market area; similar demographic and economic areas; and nationally.*

» **Planning Policy Guidance (CLG, March 2014), para 020**



» Four stage calculation:

- Backlog of need – existing households who need to move from private sector to affordable housing;
- Concealed and homeless households – they should have a property now, but don't, so need to be added to affordable and total need;
- Net households falling in to need – those needing to move from private sector to affordable housing considered against those whose circumstances improve.
- Net new households – newly forming and in-migrant households considered against household dissolution and out-migrant households.

ORS Affordable Housing Need

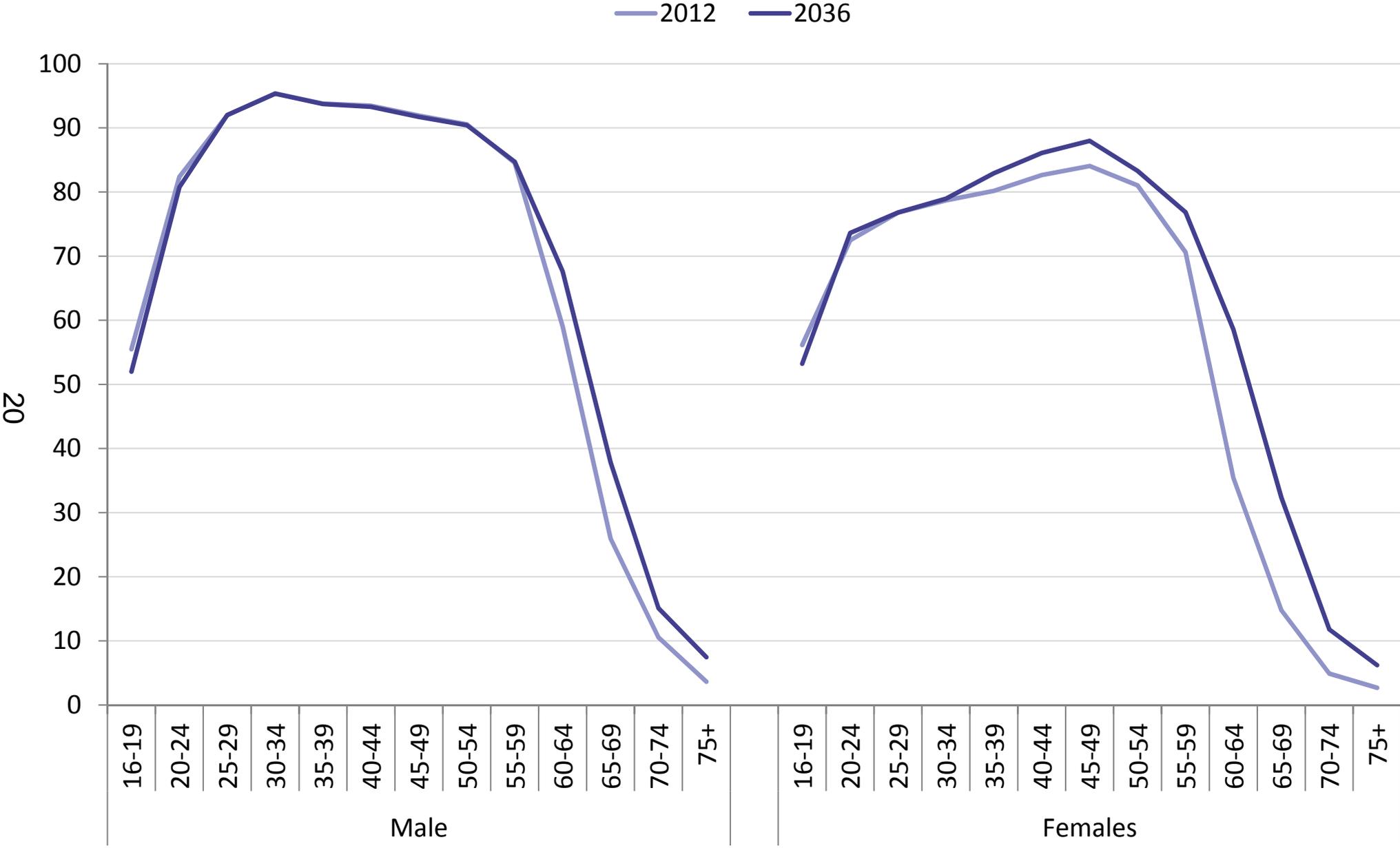


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	Housing Need (households)		Overall Housing Need
	Market housing	Affordable housing	
Current need for affordable housing (see Figure 68)			
Total unmet need for affordable housing	-	6,350	6,350
Supply of housing vacated	3,663	1,805	5,468
Overall impact of current affordable housing need	-3,663	4,545	882
Projected future housing need 2012-36			
Newly forming households	105,025	38,508	143,533
Household dissolutions following death	98,838	24,687	123,524
Net household growth within Central Norfolk HMA	6,187	13,821	20,009
Impact of existing households falling into need	-23,133	23,133	-
Impact of existing households climbing out of need	25,613	-25,613	-
Impact of households migrating to/from the area	36,652	3,580	40,231
Future need for market and affordable housing	45,320	14,921	60,241
Total need for market and affordable housing			
Overall impact of current affordable housing need	-3,663	4,545	882
Future need for market and affordable housing 2010-30	45,320	14,921	60,241
Total need for market and affordable housing	41,657	19,466	61,123
Average annual need for housing	1,736	811	2,547
Proportion of need for market and affordable housing	68.15%	31.85%	100.00%

- » The market signal indicators show that circumstances in Central Norfolk are generally no worse than across its comparator areas.
- » An analysis of overcrowding identified that the overall housing need should be increased by 882 households to take account of concealed families and homeless households.
- » Very marginal decision as to whether a further adjustment is required in response to market signals, but Eastleigh and Cambridgeshire Local Plans would suggest it sensible to make an adjustment if no other uplift is required.
- » Affordable housing need is also a marginal issue as to whether 31.8% can be delivered.

ORS EAR Projections Based on OBR Model



Possible Scenarios for Changes in Economic Activity



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Age	2012			2036			Net change 2012-36		
	M	F	Total	M	F	Total	M	F	Total
Aged 16-19	8,127	8,005	16,132	8,409	8,096	16,505	+282	+91	+373
Aged 20-24	15,857	13,775	29,632	16,795	14,742	31,536	+938	+967	+1,904
Aged 25-29	16,524	13,687	30,211	18,582	14,616	33,199	+2059	+929	+2,988
Aged 30-34	16,696	13,624	30,320	17,734	13,715	31,448	+1038	+91	+1,128
Aged 35-39	16,172	13,957	30,130	18,433	15,328	33,761	+2261	+1,371	+3,631
Aged 40-44	19,467	17,338	36,805	19,697	17,264	36,962	+230	-74	+156
Aged 45-49	19,969	18,466	38,435	19,896	18,561	38,457	-72	+95	+22
Aged 50-54	18,138	16,594	34,732	18,779	17,336	36,116	+642	+742	+1,384
Aged 55-59	15,485	13,938	29,423	16,839	15,582	32,421	+1354	+1,644	+2,998
Aged 60-64	11,823	7,613	19,436	14,080	12,668	26,749	+2257	+5,056	+7,313
Aged 65-69	5,317	3,180	8,497	8,963	7,979	16,941	+3646	+4,799	+8,445
Aged 70-74	1,576	764	2,341	3,505	2,857	6,362	+1928	+2,092	+4,021
Aged 75+	446	367	813	1,412	1,256	2,669	+967	+889	+1,856
Total	165,597	141,309	306,906	183,126	159,999	343,125	+17,528	+18,690	+36,219



- » **Draft:** Where the supply of working age population (labour force supply) is less than the projected job growth, this will result in unsustainable commuting patterns and could reduce the resilience of local businesses. In such circumstances, plan makers will need to consider increasing their housing numbers to address these problems.
- » **Final:** Where the supply of working age population that is economically active (labour force supply) is less than the projected job growth, this could result in unsustainable commuting patterns (depending on public transport accessibility or other sustainable options such as walking or cycling) and could reduce the resilience of local businesses. In such circumstances, plan makers will need to consider how the location of new housing or infrastructure development could help address these problems.

» EEFM Forecasts

- » Give a small shortfall in workers which would require a marginal increase in dwelling numbers.

» City Deal for Greater Norwich

- » Leaves a much larger shortfall in dwelling numbers

» Commuting rates and commuting ratios

- 23 – ORS have held commuting rates constant for the baseline population, but are not planning for any extra workers to move to Central Norfolk and then work elsewhere.

» Unemployment

- » DWP statistics indicate that this has fallen by 7,000 between March 2012 and March 2015. No further drops in unemployment are assumed

» Double Jobbing

- » 3.5% of workers held more than one job in 2012 in Central Norfolk and this is assumed to continue.

Adjustment for EEFM Jobs Number



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Local Authority	Households Growth 2012-2036	Market Signals response for concealed families and homeless households	Response to balance planned jobs and workers	Total Housing Need (including vacancies and second homes)
Breckland	12,631	270	685	14,313
Broadland	9,510	150	653	10,613
North Norfolk	7,771	181	754	10,067
Norwich	15,293	155	493	16,792
South Norfolk	15,036	126	659	16,363
Central Norfolk HMA	60,241	882	3,245	68,148

Final OAN by LA



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Local Authority	Households Growth 2012-2036	Market Signals response for concealed families and homeless households	Response to balance planned jobs and workers	Response to the City Deal	Total Housing Need (including vacancies and second homes)
Breckland	12,631	270	685	-	14,313
Broadland	9,510	150	653	2,417	13,088
North Norfolk	7,771	181	754	-	10,067
Norwich	15,293	155	493	2,947	19,928
South Norfolk	15,036	126	659	2,698	19,153
Central Norfolk HMA	60,241	882	3,245	8,060	76,549

ORS Affordable Housing Need



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Dwellings		Breckland	Broadland	North Norfolk	Norwich	South Norfolk
MARKET HOUSING						
Flat	1 bedroom	-	200	200	1,400	300
	2 bedrooms	-100	100	300	1,800	300
House	2 bedrooms	200	1,700	900	1,700	1,700
	3 bedrooms	6,900	6,600	5,200	6,600	9,000
	4 bedrooms	1,600	1,900	1,000	1,100	3,500
	5+ bedrooms	600	400	300	300	1,000
	Total	9,200	10,900	7,800	12,900	15,700
AFFORDABLE HOUSING						
Flat	1 bedrooms	400	200	200	1,600	500
	2 bedroom	300	-	100	1,700	200
House	2 bedrooms	1,700	1,000	900	900	1,300
	3 bedrooms	2,400	800	900	2,500	1,300
	4+ bedrooms	200	100	100	300	200
Total Affordable Housing		5,100	2,200	2,200	7,000	3,400
Total Housing		14,300	13,100	10,100	19,900	19,200



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THANK YOU FOR LISTENING
Any Comments or Questions?

